



EAST CENTRAL RAILWAY

WORK STUDY REPORT

ON

To assess the utility of Ministerial staff, dresser and Gr.D  
staff of Medical Department of  
Railway Hospital Samastipur

EAST CENTRAL RAILWAY

HAJIPUR

STUDY NO. ECR/EFF./WSR/SPJ/20-21/05

**REVIEW  
OF  
STAFF STRENGTH  
OF  
MINISTERIAL STAFF DRESSER AND GROUP D STAFF  
OF  
MEDICAL DEPARTMENT  
OF  
SAMASTIPUR DIVISION**

**(ECR/Effi/WSR/SPJ/20-21/05)**

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**WORK-STUDY CELL  
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### **EXECUTIVE SUMMARY**

<b>Study No.</b>	ECR/Effi/WSR/SPJ/20-21/05
<b>Subject</b>	REVIEW OF STAFF STRENGTH OF MINISTERIAL STAFF DRESSER AND GROUP D STAFF OF MEDICAL DEPARTMENT OF SAMASTIPUR DIVISION
<b>Area</b>	SAMASTIPUR
<b>Division</b>	SAMASTIPUR
<b>Department</b>	MEDICAL
<b>Terms of Reference</b>	Assessment of Man Power requirement
<b>Total No. of Recommendations</b>	01
<b>No. of posts recommended for surrender</b>	06
<b>Financial Implication</b>	36.66 LAC
<b>Month of Circulation</b>	OCTOBER 2020

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## Chapter – I

### **Introduction:-**

1. In Indian Railways Medical Department plays a vital role for medical treatment of railway staff over the division and the injured passengers on the accident sites.
2. Samastipur is a major junction station in SPJ Division. It is the divisional head quarter of SPJ Division. There is a Divisional Railway Hospital at Samastipur situated at the distance of 0.5 km approx from Samastipur Station.
3. The Divisional Railway Hospital is under the control of CMS Samastipur. She is assisted by 01 ACMS, 03 Sr. DMO and 05 CMP.
4. Jurisdiction of Divisional Railway Hospital is whole Samastipur Division.
5. An attempt has been made to study the present system of working and utility of Medical staff on need base.
6. Methodology:-
  - Discussion with CMS/SPJ.
  - Discussion with Matron Divisional Railway Hospital/SPJ.
  - Assessment of work load.

## Chapter- II

Existing Set up

BOS - 59 MOR - 44 Vacancy - 15

The actual staff strength of Ministerial staff, dresser, khalasi, chowkidar and HA is 44 against the sanctioned strength of 59 (Annexure-I) as per data given by CMS/SPJ. There are 10 wards and some other Working points are under the Divisional Railway Hospital/SPJ given as below:-

### **1. Male Medical, Surgical & Male Ortho Ward:-**

HA =09

Dresser =04

TOTAL =13

### **2. Covid-19 ward :-**

HA =09

TOTAL =05

### **3. Emergency:-**

HA =06

Dresser=02

Chowkidar =01

TOTAL =05

### **4. OPD/Registration counter:-**

Khalasi = 02

HA =03

TOTAL =04

### **5. Dressing Room:-**

HA =03

Dresser=03

TOTAL =04

**6. Physiotherapy:-**

HA=01

TOTAL =01

**7. Administration:-**

HA =02

TOTAL =02

**8. Matron Office staff:-**

HA=01

**09. Lawn:-**

Khalasi=02

**10. OPD Workshop:-**

Dresser=01

**11. Ministerial staff CMS Office:-**

OS=04

### Chapter- III

#### **Critical Analysis:-**

**BOS - 59 MOR - 44 Vacancy - 15**

1. There are 130 beds and 10 wards in Divisional Railway Hospital/SPJ. At present bed occupancy is 65%. Total no. of OPD patient is 11836 during the month Sept. 2020.
2. The above position shows the work load of Divisional Railway Hospital/SPJ is reduced. Work Study team observed the work load on need base of medical staff.

At present sanctioned strength is 59

At present men on roll is 44

At present requirement 53

Excess Staff  $59-53=06$



## Chapter – IV

### **Recommendation:-**

**BOS - 59**

**MOR - 44**

**Vacancy - 15**

Total Sanction Strength = 59

Total Men On Roll = 44

Total Vacant Posts = 15

Total Staff Required = 53

Excess Staff  $59 - 53 = 06$

After going through the requirement of staff the work study team recommends to surrender 06 vacant posts ( 01 post of OS, 02 posts of Chowkidar and 03 posts of Khalasi).

## CHAPTER: - V

### FINANCIAL SAVINGS :-

If the recommendation of the study report is implemented, the annual recurring financial savings will be as under:

S.N o.	Category	Level	Mean pay per month	DA @ 17 %	Total pay per month per staff (Rs.)	No. of post	Annual financial savings (Rs. )
1	OS	L-6	73900	12563	86463	01	1037556
2	Chowkidar	L-1	37450	6367	43817	02	1051608
3	Khalasi	L-1	37450	6367	43817	03	1577412
Total Total						06	3666576 i.e 36.66 Lakh only

## CHAPTER VI

### Summary:-

After critically examining the work load of Ministerial staff, dresser, khalasi, chowkidar and HA of Medical Department of Samastipur Divison, the work study team proposes as below:-

S.No.	Designation	BOS	Man on Roll	Requirement as per WS	Proposed surrender	Remark
1.	OS	05	04	04	01	06 vacant posts ( 01 post of OS, 02 posts of Chowkidar and 03 posts of Khalasi)
2.	Chowkidar	03	01	01	02	
3.	Khalasi	07	04	04	03	
Total		15	09	09	06	

Total posts proposed for surrender = 06

**Annexure -I**

**Staff strength of Ministerial staff, dresser and Gr.D staff of Railway Hospital  
Samastipur of Medical Department of Samastipur Division as on 12.08.2020.**

Sl NO.	Department	Category	Scale	Level	Sanctioned Strength	Men on Roll	vacancy
1.	Medical	OS	9300-34800	L-6	05	04	01
2.		Dresser	5200-20200	L-1	10	04	06
3.		HA	5200-20200	L-1	34	31	03
4.		Chowkidar	5200-20200	L-1	03	01	02
		Khalasi	5200-20200	L-1	07	04	03
	Total				59	44	15